

AMENDMENT 0001 TO 52-PAPT-8-00017
PUBLIC SEARCH ROOMS SUPPORT SERVICES

In order to provide for various clarifications, administrative errors and omissions, the following changes are hereby incorporated into the Project Agreement, 52-PAPT-8-0017, as follows:

1. Paragraph 3.1.2.1. entitled “Weekly Issue”, the second paragraph is modified in order to change “...approximately 8,900 are received each week” to “9,400”. Additionally, the following sentence is added to the same paragraph “It is estimated that less than 20 re-exams are received with each weekly issue.”

2. In paragraph 3.1.2.7. entitled “Numeric Set/Bound Volumes”, the third paragraph is modified to change the reference “...approximately 2,400 patents issued each week.” is changed to read “2,700”.

3. As a result of inadvertent omissions, the following paragraphs are hereby incorporated:

“3.1.2.9. Processing Jumbo Patents. For all Jumbo patents received (with the exception of those delivered with the weekly numeric set to be bound into bound volumes), only the following pages shall be filed: the first page which contains the reference and abstract and any overflowing abstract pages; the page that contains “Background of Information” and the page immediately following; and all claims pages. The contractor is responsible for removing the appropriate pages as stated above. The contractor shall staple the pages together before filing. Approximately 1,600 jumbo patents are received each week.

3.1.2.10. Patents Requiring Special Handling. The contractor shall, on a daily basis, retrieve from a designated PTO employee, a Patents Requiring Special Handling form. Patents that require special handling include those that are missing, damaged, or for which the label has become detached or partially detached. For each patent requiring special handling, the form will indicate the patent number and which category the patent falls into. Damaged patents and those requiring a new label will be attached to the form. Once all patents have been processed, the contractor shall sign the form in the appropriate place and return it to the designated PTO point of contact. Approximately 100 patents requiring special handling are received each week.

3.1.2.10.1. Missing Patents. The contractor shall check the Classification and Search Support Information System (CASSIS)(training in the use of this system will be provided by the PTO) to ensure that the patent is classified under the class/subclass that it is listed as missing from. Once the contractor has determined that the patent is classified under a particular class/subclass, he shall check the patent files to ensure that the patent is actually missing. The contractor shall check the patent files once each day for three (3) business days to ensure that the patent has not been returned to the files during that time. If the patent is still missing after three (3) business days, the contractor shall produce a copy from the group printer located in the Patent Search Room. The contractor shall then access the Classified Documentation System (training in the use of this system will be provided by the PTO) to produce a label for the patent, affix the label, and file the patent in its appropriate location in the Patent Search Room.

3.1.2.10.2. Damaged Patents. The contractor shall produce a copy of the damaged patent from the group printer located in the patent Search Room. The contractor shall then access the Classified Documentation System to produce a label for the patent, affix the label, and file the patent in its appropriate location in the Patent Search Room.

3.1.2.10.3. Patents with no label or for which the label has become partially detached. The contractor shall access the Classified Documentation System to produce a label for the

patent, affix the label, and file the patent in its appropriate location in the Patent Search Room.”

4. In order to incorporate information that was erroneously omitted from paragraph 3.3 entitled “MISCELLANEOUS REQUIREMENTS”, the following two paragraphs are incorporated as 3.3.6. and 3.3.7. as shown below. However, it is noted that the addition of these two paragraphs necessitates the renumbering of the previous paragraph 3.3.6 entitled “OPTIONAL TASKS” as well as the subparagraphs thereunder. For administrative purposes, the entire section for Optional Tasks is restated only to reflect the renumbered paragraphs. Accordingly, the following changes are incorporated:

“3.3.6 Contractor Identification: Contractor employees must wear visible means of identification at all times while on PTO premises. This identification must be in the form of badges, uniforms, or patches clearly indicating the identity of the contractor. The COTR will approve the means of identification selected by the Contractor to meet this requirement.

3.3.7. Government Furnished Equipment (GFE) & Supplies: The Government will provide the GFE and supplies listed in Attachment 1 incorporated by Amendment 0001. The contractor is expected to provide their employees with the routine daily office supplies utilized by contractor personnel.

3.4. OPTIONAL TASKS

3.4.1. Purging of Canceled and Expired Trademark Files: The contractor may be required to perform this task once during the life of the contract. If required, the contractor shall pull and stamp canceled and expired trademarks from the registered files based on a listing of registration numbers which will be provided by the PTO. The list will contain registration numbers for all marks pulled. However, for design marks, the PTO will provide both the registration number and a copy of the design. The contractor will be requested to submit a proposal for this effort, if and when the services are required.

3.4.2. Purging of Trademark Pending Files: The contractor may be requested to perform a purge of all the Trademark pending files. The PTO will advise the contractor of the month and year that are to be pulled. The contractor will be responsible for checking marks daily in ten shoes by filing date and serial number using the TRAM terminal or PC TRAM to determine the status of said marks. The contractor will stamp the mark ABANDONED and write the date of abandonment or indicate REGISTERED on the mark by writing the registration number on the pending drawing page. The contractor will provide the drawings removed from the pending files on a weekly basis to the PTO. The contractor shall only remove marks that are no longer pending. The status of the mark, shall be determined by the use of TRAM or PCTRAM terminals available in the TMSL. Additional guidance regarding the use of the TRAM and PCTRAM will be provided by PTO prior to the start of this task. The PTO will inform the contractor which shoes need to be checked. The contractor will be requested to submit a proposal for this effort, if and when the services are required.

3.4.3. Schedule and Monitor Pick-Up of Purged Trademark Documents: The contractor may be requested to schedule and monitor the pick-up of purged trademark documents from the pending and abandoned files that will be sent to a separate contractor to be microfilmed.”

5. The first sentence of paragraph 12.D entitled “DESCRIPTION OF APPROACHES AND REQUIRED RESOURCES”, is modified and restated as follows:

“The offeror shall provide a description, not to exceed twenty (20) pages in length, of the proposed approach and how this approach meets the requirements of the Project Objective including resources, as well as a description of the viability and innovation of the approach and quality control proposed.”

6. In paragraph 3.2.1.2., the last sentence is deleted and superseded by the following:

“The filing shall be completed within thirty (30) calendar days from receipt of the listing.”

7. In paragraph 3.2.3.2., the third sentence is deleted and superseded by the following:

“Inadvertently issued registrations average 30 per month.”

8. Paragraph 3.2.3.5. entitled “Stamp cancellation, expiration or renewal of marks” is deleted in its entirety and superseded by the following revised paragraph:

“Stamp cancellation of marks. The contractor shall stamp bound volumes to denote cancellations. An automated listing of all canceled registration numbers will be provided by the PTO weekly. The stamp should denote the following types of cancellations: “CANCELED SECTION 8”, “CANCELED SECTION 18”, “CANCELED SECTION 7 (D)” and “CANCELED SECTION 37”. The type of cancellation will be stamped on the mark as noted on the automated listing. Approximately 700 registration numbers are contained on this list. Bound volumes shall be stamped within five (5) workdays of receipt of this listing.”

9. The list of definitions attached to the Project Agreement is modified to add the following to the section entitled “Patent Search Room Definitions”, as follows:

“**jumbo patent:** any patent that is delivered bound together with a metal clasp.”

“**CASSIS:** Classification and Search Support Information System.”

10. All other terms and conditions of the Project Agreement, except those amended herein, shall remain unchanged and in full force and effect.

ATTACHMENT 1
Government Furnished Equipment and Supplies

PATENT SEARCH ROOM

	Quantity	Serial Numbers
Therm-a-Bind Covers		as needed
Therm-a-Bind Machine 2000XT	1	BE01144
GBC Electric Paper Puncher 111PM	1	GSLR18605
GBC Electric Binder 110EB-3	1	IE06237
GBC Electric Paper Puncher & Binder 470KM-1	1	IF03396
Front Covers		as needed
Back Covers		as needed
Surelox binding		as needed
HP Laser Jet 4 Plus	1	USFC256793
486 Personal Computer	1	0013272
Acer Monitor	1	M156L024173
Dunn 386 Personal Computer	1	101661
Relisys Monitor	1	20092797
Tracer Jet Laser Printer TJ101	1	92140513-4
Labels		as needed
Photocopy paper		as needed
Xerox Photocopier Model 5328	1	ODG075784
Telephones	2	
Tables, Chairs, Desks		as needed
Fan	1	
Miscellaneous expendable supplies for special projects		as needed

TRADEMARK SEARCH LIBRARY

	Quantity	Serial Numbers
Telephones	4	
Tables, Chairs, Desks		as needed

